

DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

**ATTACHMENT 3: FIELD OFFICE  
AMENDED LIHPRHA USE AGREEMENT SUPPLEMENTAL CHECKLIST**

Section of the Act: \_\_\_\_\_

HUD Held: \_\_\_\_ Yes \_\_\_\_ No

1. Property Name: \_\_\_\_\_ FHA Number: \_\_\_\_ -

2. HUD Field Office: \_\_\_\_\_

3. Project Manager's Name: \_\_\_\_\_

4. Project Manager's Phone Number: (\_\_\_\_) \_\_\_\_ -

5. A. Is there new Owner equity associated with this transaction? \_\_\_\_ Yes \_\_\_\_ No  
*(please identify the sources and amounts)*

B. Is the equity 10% of the development costs? \_\_\_\_ Yes \_\_\_\_ No

6. Has the Owner submitted a request for a 20 year HAP contract renewal? \_\_\_\_ Yes \_\_\_\_ No

7. Does the prepayment address the physical needs of the project? \_\_\_\_ Yes \_\_\_\_ No

8. Is there sufficient evidence of tenant protection from rent increases? \_\_\_\_ Yes \_\_\_\_ No

9. Are there any violations of the following?

Regulatory Agreement, *if yes, explain:* \_\_\_\_ Yes \_\_\_\_ No

Use Agreement, *if yes, explain:* \_\_\_\_ Yes \_\_\_\_ No

HAP Contract, *if yes, explain:* \_\_\_\_ Yes \_\_\_\_ No

If "Yes" to any of the above, was the owner flagged in 2530? \_\_\_\_ Yes \_\_\_\_ No

10. Does the Enforcement Center have an active referral on the owner?  
\_\_\_\_ Yes \_\_\_\_ No

*If yes, explain:* Has the DEC been notified of the owner's intent to prepay? \_\_\_\_ Yes \_\_\_\_ No

If so, does the DEC have conditions or prohibitions related to the prepayment?

*If yes, explain:* \_\_\_\_\_  
\_\_\_\_\_

10. Has the property had a REAC physical inspection? \_\_\_\_ Yes \_\_\_\_ No

*If yes, what is the date and score of the most recent physical inspection?* \_\_\_\_\_

If the property has received two consecutive below 60 REAC scores and the Mortgage Note requires HUD's permission to prepay, what is the property's approved CDE plan?

\_\_\_\_\_  
\_\_\_\_\_

Supervisory Project Manager Signature: \_\_\_\_\_ Date \_\_\_\_\_